PROVINCE OF ONTARIO
CONTINGENCY PLAN
FOR SPILLS
OF OIL
AND OTHER
HAZARDOUS MATERIALS

EXCERPT

MINISTRY OF THE ENVIRONMENT

FIRST PUBLISHED 1975

UPDATED SEPTEMBER 1986

FOREWORD

This excerpt from the Province of Ontario Contingency Plan for Spills of Oil and other Hazardous Materials is provided as an information booklet. Annexes identified in the table of contents contain many private telephone numbers necessary for off-hour operations and are excluded from this booklet. Further inquiries regarding the Contingency Plan may be made to:

The Ministry of the Environment
Spills Action Centre
Contingency Planning Program
7 Overlea Boulevard, 5th Floor
Toronto, Ontario
M4H 1A8
Telephone: (416) 965-9648

LETTER OF PROCLAMATION

The Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials is designed to deal with major pollutional spills in Ontario, and serves to supplement the Joint Canada-United States Marine Pollution Contingency Plan for Spills of Oil and Other Noxious Substances and the National Marine Emergency Plan.

Notwithstanding other considerations as outlined in the Plan, the Provincial Plan will be implemented 1.) where a spill incident is of a magnitude beyond the response capability of the party responsible for, or having precipitated the incident, or when the responsible party fails to respond to the spill incident, 2.) in certain cases where the source of a major spill cannot be established readily, or 3.) upon request for assistance. This Plan will be implemented by the Ontario Ministry of the Environment with assistance provided as necessary by other Provincial or Federal agencies.

This Plan has been accepted and approved by:

Deputy Minister
Ministry of the Environment

Deputy Minister
Ministry of Consumer
and Commercial Relations

Deputy Minister
Ministry of Natural Resources

Deputy Minister
of Labour

Deputy Minister
Ministry of Transportation
and Communications

Regional Director
Department of Transport

Deputy Minister
Ministry of Health

for Regional Director General
Department of the Environment

Deputy Minister
Ministry of the Solicitor General

DATED AT TORONTO: April 26, 1978

87-06353/

September, 1986

QUICK GUIDE

EMERGENCY	CONTACT
- involving death or injury	* nearest police, fire and ambulance services
- involving fire	* nearest fire department
- requiring the evacuation of people	* nearest municipal or provincial police force
- involving or requiring the disposal of explosives	* nearest municipal police force * nearest OPP Detachment, List 8, Annex III
- incidents involving occupational health and safety matters	- MOL, List 6, Annex III
- involving goods regulated under the Transportation of Dangerous Goods Act	- nearest police force - CANUTEC - (613) 996-6666 (24 hrs.) Canadian Transport Emergency Centre, List 14, Annex III
- involving a discharge of large amounts of contaminants to the atmosphere	* nearest fire department - Local Health Units, List 7, Annex III - MOL, List 6, Annex III - MOE contacts, Annex I
- involving a discharge of pollutants from ships	- Canadian Coast Guard, List 3, Annex III
- involving pesticides	- Local Health Units, List 7 Annex III - MOE contacts, Annex I - MOE Pesticides Officers, List 1, Annex III

* Telephone Operator can assist.

Quick Guide (cont'd)'

- involving spills of contaminants to the environment - satisfying MOE's spill reporting requirements - requiring notification of water works with surface water intakes and - requiring clearance for the disposal of spill debris	- MOE Spill Action Centre 1-800-268-6060 (24 hrs.) or - MOE District Offices, Annex I
- requiring clean-up contractors and related services	- List 17, Annex III - yellow pages of most community directories under: "Contractors", "Excavating Contractors", "Septic Tanks", "Transport Services" - Oil Spill Co-Operatives, List 16, Annex III

CONTENTS

LETTER OF PROCLAMATION		
INTENT	CHAPTER 100	1
Background	Section 101	1
Purpose and Limitation	Section 102	1
Objective	Section 103	4
Scope	Section 104	5
Definitions	Section 105	5
POLICY AND RESPONSIBILITIES	CHAPTER 200	8
Policy	Section 201	8
Responsibilities of Participating Agencies	Section 202	9
Mechanism for Invoking the Plan	Section 203	11
Responsibility of the Pollutor	Section 204	11
Request for Assistance	Section 205	11
Mystery Spills	Section 206	11
RESPONSE ELEMENTS	CHAPTER 300	12
Response Teams	Section 301	12
On-Scene Coordinator	Section 302	14
Deputy On-Scene Coordinator	Section 303	15
Response Centre	Section 304	15
District Contingency Plans	Section 305	15
RESPONSE OPERATIONS	CHAPTER 400	16
Phase I - Discovery and Alarm	Section 401	16
Phase II - Evaluation and Plan Invocation	Section 402	16
Phase III - Containment and Countermeasures	Section 403	17
Phase IV - Clean-up and Disposal	Section 404	17
PUBLIC INFORMATION	CHAPTER 500	18
Introduction	Section 501	18
Response Centre News Room	Section 502	18
Interim Public Information Arrangements	Section 503	18

(Continued)

CONTENTS (Continued)

		PAGE
SURVEILLANCE	CHAPTER 600	19
Operation Requirements	Section 601	19
ADMINISTRATION	CHAPTER 700	20
Custodian	Section 701	20
Amendments	Section 702	20
Ministry of the Environment Contacts		ANNEX I
Response Teams		ANNEX II
Information Flow and Contact Lists		ANNEX III
Chemical Oil Spill Treating Agents		ANNEX IV
Role of the Ministry of the Environment in Emergencies and Spills		ANNEX V
Planning for Spill Contingencies		ANNEX VI

Other Publications Supplementing This Plan:

1. Supplement I, Information on Commercially Available Oil Spill Containment and Clean-up Equipment:

Additional Training Aids Available:

1. Public Relations at the Spill Scene (Publication and 30 min. video tape)
2. Contingency Planning Guidelines (Publication and 30 min. video tape and 16 mm film)
3. Safety at the Spill Scene (Publication and 60 min. video tape and 16 mm film)
4. Containment in a Creek (25 min video tape)
5. Operation Bay Run; Training Exercise in the Hamilton harbour (16 mm film)
6. Truth and Consequences: Imperial Oil Training Film (16 mm film)

CONTENTS (Continued) PAGE

Additional Training Aids Available: (Continued)

7.	Response to Inland Oil Spills	(Text addresses clean-up methods, incorporating case histories of common oil spills to land and small streams.)
8.	Boom Deployment	(20 min. video tape and 16 mm film highlighting techniques on boom deployment)
9.	"Caution: Dangerous Goods"	(Ontario Provincial Police Training Film - 13 min video tape)
10.	"First on the Scene"; Chemical Manufacturers Assoc Washington DC	(32 min video tape)

CHAPTER 100

INTENT

101 BACKGROUND

101.1 The threat of spills of oil and other deleterious materials to the environment requires positive coordinated action for alerting and countermeasure procedures. This need was recognized as early as 1968 and 1969 and led to the development of the Lake Erie Contingency Plan for Spills of Oil and Other Hazardous Materials which was published by the Ontario Water Resources Commission in July, 1970. In May 1971, the Commission published the Interim Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials.

101.2 The Plan developed in this manual has been accepted and approved by:

Ministry of the Environment	(Ontario)
Ministry of Natural Resources	(Ontario)
Ministry of Transportation and Communications	(Ontario)
Ministry of Health	(Ontario)
Ministry of the Solicitor General	(Ontario)
Ministry of Labour	(Ontario)
Ministry of Consumer and Commercial Relations	(Ontario)
Department of Transport	(Canada)
Department of the Environment	(Canada)

and supersedes the Lake Erie and the Interim Plans, named in paragraph 101.1, and fulfills the requirements of the Order-in-Council first issued as O/C 1487 in 1975. This Order-in-Council requires the Ministry of the Environment to coordinate the resources of the Province for spills.

101.3 The development of this Plan is consistent with the intent of the Lake Erie and the Interim Plans in that it provides a response framework for major pollutional spills which may occur to any land mass or body of water in Ontario.

102 PURPOSE AND LIMITATION

102.1 The Ministry of the Environment is responsible for achieving and maintaining a quality of the environment that will protect human health and the ecosystem, and will contribute to the well-being of the people of Ontario. To achieve these objectives, the Ministry of the Environment operates, as a regulatory body, numerous surveillance and abatement programs designed to maintain acceptable standards.

With respect to pollutants which are spilled into the environment, the responsibility for the containment and clean-up remains with the discharger. The Ministry's role is to assure that the discharger responds promptly, and complies with requirements for clean-up, disposal, and repair of damage to the environment. Municipal entities may also be involved in the response to spills if there is need for the protection of public safety, property, vital services and sensitive areas.

The responsibility of the Ministry of the Environment, with respect to spill contingencies, is summarized as follows:

1.) - to receive notification and information, with respect to spills of pollutants to the natural environment, and to assist in warning "downstream" users or potentially affected parties where applicable.

2.) - to inspect and monitor spill incidents in order to:

(a) ensure that the discharger takes appropriate measures to clean up,

(b) give advice and make recommendations as to the best practicable clean-up and disposal measures to be followed,

(c) where applicable, make recommendations with respect to procedures or equipment for spill prevention.

3.) - to assist the person or persons in command of an emergency dealing with a threat to the health and welfare of people and to property, as defined in the Emergency Plans Act, which may be caused by a discharge, or potential discharge, to the environment by providing available monitoring capability and advice within the Ministry's expertise and resources.

The municipality may respond to a spill as provided for under Section 88 of the Environmental Protection Act. In the event that the discharger nor the municipality respond, the Ministry of the Environment may assume operational control as a last resort. This would occur in the event that the discharger fails to respond, requests assistance or the identity of the discharger cannot be established and there is a significant environmental threat. In such event, the Ministry may resort to "directions" issued to staff or Ministry agents under Section 82 of the Environmental Protection Act, to "orders" issued to virtually anyone under Section 85 of the Act or to available resources of the Province (Order-in-Council 1487/75) by invoking the "Province of Ontario Contingency Plan for Spills of Oil and Other Hazardous Materials".

The Plan may be invoked under the conditions specified. The Plan is limited to dealing with the containment, clean-up and disposal of the spilled pollutants, and is superseded by any plans and procedures dealing with a threat to the health and welfare of people and to property.

102.2 This Plan does not provide a primary response mechanism for pollutional incidents on the Great Lakes System which occur through the activities associated with shipping. Such incidents fall under the jurisdiction of the Department of Transport which has developed the National Marine Emergency Plan. Neither does this Plan provide a primary response mechanism for spill incidents which threaten to cross the U.S.A.-Canadian boundary, for which Annex I of the Joint Canada-United States Marine Pollution Contingency Plan for Spills of Oil and Other Noxious Substances was developed. The International Plan is administered on the Canadian side by the Department of Transport.

102.3 The Department of Transport may make a request for Provincial assistance in support of the national and international marine plans through this Plan. Such requests may be made through the nearest Regional Director of the Operations Division, Ministry of the Environment, his designate, or in their absence, through the Chairman of the Regional Response Teams (see Annex II).

102.4 Furthermore, this Plan is not designed to provide a primary response mechanism for spills of minor or moderate magnitude for which a response capability can be anticipated at the local or regional level, or for which the responsible party can be expected to respond. Under all conditions, and without regard to the spill magnitude, it is the responsibility of the polluter to effect countermeasures (see also paragraphs 105.5, 105.6 and 105.7, and Section 204).

102.5 Notwithstanding the above, the Ministry of the Environment may provide technical expertise relative to any spill where the need dictates such, or upon request (see Annex I for Ministry of the Environment Contacts).

102.6 The Ministry of the Environment may also provide physical assistance in combatting a spill of any magnitude under this Plan when requested to do so, with the express understanding that expenses incurred to the Ministry as a result of such request, will be reimbursed by the party requesting the assistance (paragraph 205.1).

102.7 Requests for assistance may be accepted verbally by the Ministry of the Environment, giving consideration to the urgency of the situation, and shall be confirmed in writing via telegram, Telex, registered letter or other direct means as soon as practical under the circumstances, signed by a person with authority to make the implied financial commitment (paragraph 205.1). Such confirmations must be addressed to the Regional Director, Operations Division, Ministry of the Environment; see Annex I for the Regional offices.

102.8 The notification and alerting procedures developed in this Plan are applicable to all spills to the natural environment of gaseous, liquid or solid substances.

102.9 It is essential that very close working relations be maintained with the Ontario ministries of Health and Labour in the event of gaseous releases and particularly where such releases cause or have the potential to cause death or serious injury to man.

102.10 Priorities for action involving human life and safety as well as property supersede this Plan. Restoration of property damaged by spilled material is to be made to the extent practicable within the concepts under Part IX of The Environmental Protection Act. Where the spill of oil or hazardous materials indicates the need to evacuate people, the decision for and the undertaking of an evacuation will normally be made by municipal authorities with technical input from a number of sources and will precede the invocation of this Plan.

102.11 Accidental releases of radioactive materials from nuclear power stations affecting areas within the power station proper fall under the jurisdiction of Ontario Hydro. This agency has developed contingency plans for dealing with such eventualities.

102.12 Accidental releases of radioactive material from nuclear power stations affecting areas beyond the power station proper fall under the Province of Ontario Nuclear Emergency Plan, developed by the Ministry of the Solicitor General.

103 OBJECTIVE

103.1 The objectives of this Plan are:

(a) to develop appropriate preparedness measures and effective systems for reporting the occurrence of pollutional spill incidents within Ontario (see Annex I).

(b) to institute countermeasures in a major incident to neutralize and/or restrict the further spread of the pollutant thus minimizing, where applicable:
   -- hazard to animal and plant life
   -- damage to property
   -- disruption to water supply (domestic, industrial, agricultural, etc.)

(c) to provide expertise and countermeasure resources necessary for a response to minor or moderate spill incidents when so requested (see Section 102.6);

(d) to provide information on the availability of resources and other vital contacts, countermeasure techniques, known environmentally sensitive areas, and information on other related topics in support of this as well as other contingency plans designed to minimize environmental damage from spills within Ontario (such details to be included in district contingency plans);

(e) to supplement the Canadian Coast Guard Central Regional Marine Emergency Plan;

(f) to supplement the Joint Canada-United States Marine Pollution Contingency Plan for Spills of Oil and Other Noxious Substances and the National Marine Emergency Plan.

104 SCOPE

104.1 This Plan applies to all areas within the jurisdiction of the Province of Ontario.

104.2 This Plan and its Annexes are applicable in whole or in part whenever and wherever a major spill as defined in paragraph 105.7 occurs, or where a request for assistance is received, as outlined in paragraphs 102.6 and 102.7, and Section 205.

104.3 This Plan is intended to organize the activities of the various government agencies which may be involved in the containment and clean-up phase of a spill incident.

104.4 This Plan is a consolidation of established procedures and policies compiled for the purpose of dealing with major spills. The policies referred to in this publication serve as a guide for spills of any magnitude.

105 DEFINITIONS

105.1 Pollutional spill incident or spill incident: A spill, or the imminent threat of a spill of oil or any other hazardous material of a magnitude or significance as to require a response to contain, stabilize, clean-up and dispose of the substance including any soil and/or debris contaminated as a result of the particular spill in order to remove the threat to the environment, including the public health and welfare, or to minimize the adverse effects of same.

105.2 Oil: Oil of any kind or in any form, including, but not limited to, petroleum or a "flammable liquid"*, fuel oil, vegetable or similar oils.

105.3 Hazardous Materials: Any material, substance or product including all pesticides** which by itself, or in conjunction with other materials because of its proximity, presents a hazard to or adversely affects man, any plant matter, animal or other living thing or has a potential to do so.

105.4 Spill: Defined in Part IX of The Environmental Protection Act as a discharge, when used with reference to a pollutant,

(i) into the natural environment,

(ii) from a structure, vehicle or other container, and

* defined in The Gasoline Handling Act, or any regulations made thereunder.
** defined in The Pesticides Act, 1973, or any regulations made thereunder.

(iii) that is abnormal in quantity and quality in light of all circumstances of the discharge

which causes the adverse effects, as listed in The Environmental Protection Act. For the purpose of this Plan, spills are referred to as minor, moderate or major and defined with regard to response capability and perceived impact as follows:

105.5 Minor Spill: A minor spill is a spill incident of oil or other hazardous material:

(a) of such magnitude in which the party responsible for the spill can, utilizing his own resources or resources available to him, undertake the necessary measures to control, contain and clean up the material spilled; and

(b) of such a magnitude as to have no significant effects on fish and wildlife, plants, invertebrates or other living things; and

(c) not likely to significantly affect or interfere with any private, municipal, industrial, institutional or other water supply; and

(d) of such a nature as not to generate public concern.

105.6 Moderate Spill: A moderate spill is a spill incident of oil or other hazardous material:

(a) of such magnitude in which the resources under a local or co-operative contingency plan are required to effectively contain and clean up the material spilled; or

(b) of a volume or type which is, or is likely to be, a significant hazard to fish or wildlife, plants, invertebrates or other living things over a confined area; or

(c) of such a nature as to result, or likely to result, in adverse effects on, or interference with, any private, municipal, industrial, institutional or other water supply within the immediate vicinity of the spill site; or

(d) of such a nature as to generate public concern in the vicinity of the spill incident.

105.7 Major Spill: a major spill is a spill incident of oil or other hazardous material:

(a) requiring resources of the Province in addition to those available under a local contingency plan, or a spill which gets out of control when action is being taken under a local contingency plan; or

(b) which adversely affects or interferes with or will adversely affect or interfere with private, municipal, industrial, institutional or other water supply systems beyond the immediate vicinity of the spill site; or

(c) of such a nature as to present a hazard to human health; or

(d) of such a nature as to have or most likely to have serious adverse effects on fish or wildlife, plants, invertebrates or other living things over a wide area; or

(e) of such a nature as to generate or likely to generate considerable public concern.

105.8 Dispersant: A dispersant includes any substance used during an oil spill clean-up operation for the purpose of dispersing oil into the water column, whether or not this substance was specifically formulated or otherwise intended to comply with Federal approval requirements. See also paragraph 201.7 and Annex IV.

CHAPTER 200

POLICY AND RESPONSIBILITIES

201 POLICY

201.1 It is recognized that good communications between the participating agencies and between other Provincial, Federal or Muncipal agencies or governments are vital to the successful implementation of this Plan.

201.2 The Ontario Ministry of the Environment will co-operate as fully as possible and practical to respond expeditiously to a spill incident of major proportions or to a spill incident of less magnitude where requested to do so. Action taken by the Ministry of the Environment pursuant to this Plan will be consistent with the Ministry's responsibility under the statutes it administers. When other Provincial or Federal agencies participate in the response to a pollution incident under this Plan, such activity will also be consistent with the responsibilities of these agencies.

201.3 When this Plan is activated in whole or in part during a major spill, or when assistance is requested in the event of a minor or a moderate spill, costs incurred by participating agencies through activities in addition to the normal activities of these agencies, which were specifically so requested by the Ministry of the Environment, will be reimbursed by the Ministry of the Environment. The Ministry of the Environment will in turn seek reimbursement from the party responsible for the pollution incident through direct billing or with the aid of civil or criminal legal action as the circumstances dictate.

201.4 When the response capability provided through this Plan is requested or required in support of or as supplement to the Canadian Coast Guard, Central Region, Marine Contingency Plan or the Joint Canada-United States Marine Pollution Contingency Plan, the expenditures incurred thus by the participating agencies of this Plan will be reimbursed in accordance with the procedures established in the aforementioned plans.

201.5 When this Plan is activated in whole or in part during a major spill incident or when assistance is requested in the event of a minor or moderate spill, the Ministry of the Environment may issue appropriate news releases and prepare reports of the incident, and make these available to interested parties.

201.6 In a response situation which falls within the scope of this Plan, the participating agencies agree to make available at the request of the On-Scene Coordinator any resources they may have which could be used beneficially for an effective operation as dictated by the circumstances of the pollution incident. In addition, the participating agencies agree to make available the necessary resources which may be available from the private sector where the participating agencies may have access to these resources through contractual arrangements.

201.7 In response actions to oil spills, the use of dispersants is generally discouraged (see Annex IV) except when their use will:

(a) prevent or substantially reduce the hazard to human life or limb, or the incident is an un-

acceptable hazard of fire to property. These priorities are determined by other authorities and supersede this Plan.

(b) in the judgment of the On-Scene Coordinator named in this Plan:

i) prevent or reduce a threat to a major population segment of a vulnerable species of waterfowl, and

ii) appear to be the most effective means by which to reduce the total impact of an oil spill with due consideration for effectiveness and other stipulations addressed in Annex IV.

201.8 The policy with regards to the use of sinking agents, surface tension modifiers and chemical oil spill treating agents including dispersants is delineated in Annex IV.

202 RESPONSIBILITIES OF PARTICIPATING AGENCIES

202.1 The Ministry of the Environment through The Ontario Water Resources Act, The Environmental Protection Act and The Pesticides Act is responsible for the protection of the natural environment in Ontario. In the event that this Plan is implemented, the Operations Division of this Ministry will provide the On-Scene Coordinator as well as the deputy, alternates, technical expertise and an emergency centre, as required. The Ministry will notify as appropriate other agencies, or groups, as outlined in the index of Annex III of any significant spill.

202.2 The Ministry of Natural Resources is responsible for fish and wildlife and recreational resources and other exploitable natural resources in Ontario. The Ministry will provide the necessary technical expertise in the management of natural resources and its surveillance, transportation and communications capability under this Plan. The Petroleum Resources Section of the Ministry of Natural Resources will be able to provide assistance in both surface and sub-surface spills relating to these activities.

202.3 The Ministry of Transportation and Communications through its Maintenance Branch will provide or make available heavy equipment and material if available as may be required for effective containment and countermeasures activities.

202.4 The Ministry of Health is responsible for the health of the general public and, if the spill incident necessitates, will provide co-ordination with local health agencies.

202.5 The Ministry of Labour will provide medical advice as may be required by the circumstances of the spill.

202.6 The Ministry of the Solicitor General through the Ontario Provincial Police will provide assistance in police matters such as securing the site of operations within their area of jurisdiction, and if requested, provide the necessary liaison with municipal police forces as applicable.

202.7 The Ministry of Consumer and Commercial Relations, through its Fuels Safety Branch, agrees to provide necessary expertise and assistance in incidents involving gasoline or associated petroleum products where equipment failure or unsafe procedures are indicated.

202.8 The Department of Transport, through its Central Region Marine Emergency Office, within the jurisdiction of the Canada Shipping Act, and the Arctic Waters Pollution Prevention Act and the several regulations made thereunder, is responsible for:

1. taking direct and positive action to react to spills of oil or other hazardous material relating to marine activities occurring in the navigable waters of Ontario;

2. preparing for and reacting to all other marine emergencies as may be anticipated within the navigable waters of Ontario;

3. maintaining a support capability with equipment, manpower and expertise to assist with such other waterborne spills of oil and other hazardous material as may be requested by other organizations.

202.9 The Environmental Contaminants Division of Environment Canada, Ontario Region will respond to environmental emergencies and coordinate the available expertise and resources for the Department of the Environment when:

1. assistance is requested;

2. the spill originates from federal facilities and/or other facilities which fall under federal jurisdiction;

3. the pollutant crosses or threatens to cross international and/or interprovincial boundaries;

4. chemical treating agents are to be considered (Annex IV).

The Department will commit resources during emergency situations by providing:

1. up-to-date information on countermeasure techniques, recovery equipment, and chemical treating agents;

2. observation craft and surveillance crews;

3. expertise on migratory birds;

4. meteorological and ice data including predictions and weather forecasting;

5. communications assistance through existing facilities;

203 MECHANISM FOR INVOKING THE PLAN

203.1 The Plan may be invoked by the Regional Director of the Operations Division of the Ministry of the Environment (of the region in which the spill occurred) or his designate, upon recommendation from the On-Scene Coordinator, or as per paragraph 402.1, provided that such invocation does not interfere with the jurisdictional authority of other government departments or other levels of government.

203.2 The party with the authority to invoke this plan (see paragraphs 203.1 and 402.1) will proclaim the Plan in effect and will notify by telephone, telegram, Telex or other direct means the members of the Response Team closest to the site of the incident (see Chapter 300 and Annex II), and as soon as possible shall confirm his actions to the On-Scene Coordinator. The notification to the Response Team members must include all information available at that time, together with an opinion of the need for on-site representation by the entity being advised.

203.3 If the Plan has been invoked by the Regional Director of the Operations Division or his designate (see paragraph 203.), the Spills Action Centre (see Annex I) must also be advised.

204 RESPONSIBILITY OF THE POLLUTER

204.1 The discharger is required to report spills to the Ministry of the Environment (see Annex I) and is responsible for the timely containment, clean-up and disposal of spilled contaminants in an approved manner. The discharger is also responsible to ameliorate the adverse effects of a spill and to restore the natural environment. For specific requirements, refer to Section 14 and Part IX of the Environmental Protection Act and Ontario Regulation 618/85, as well as Section 16 of the Ontario Water Resources Act and Section 22 of the Pesticides Act. Notification to the Ministry of the Environment does not relieve the party of notification requirements to other agencies or parties under other notification requirements.

205 REQUEST FOR ASSISTANCE

205.1 Requests for assistance as mentioned in Section 102 may be made through the nearest Regional Director of the regional offices listed in Annexes I and II or, alternately, through the nearest On-Scene Coordinator listed in Annex II. Such requests may be made through the Ministry's Spill Action Centre (see Annex I). As stated in paragraph 102.7 such requests must be confirmed in writing.

206 MYSTERY SPILLS

206.1 Occasionally, the Ministry of the Environment becomes involved in a spill incident for which a source cannot be readily established; a spill commonly referred to as a mystery spill. Where and when such an incident presents a significant environmental hazard, the Ministry will attempt to establish the source and may effect the necessary countermeasure operation with the full intent of recovering the expenses thus incurred once the source has been established.

CHAPTER 300

RESPONSE ELEMENTS

301 RESPONSE TEAMS

301.1 The Plan calls for the establishment of twenty-five Response Teams throughout Ontario (see Annex II).

301.2 A Response Team provides the administrative structure necessary for an orderly response to a major spill incident in the area implied by the name of the team and the area in close proximity thereto.

301.3 Response teams under this Plan consist of representatives of the participating agencies (see Section 202) at the local level who may contribute to the countermeasures operations of a spill included in the four phases outlined in Chapter 400 of this Plan.

301.4 The general functions of a Response Team are:

(a) to maintain an updated vital equipment and services directory, which includes an updated contact list, covering the particular geographic area for which the team is responsible. This directory should include information from the government and private sectors;

(b) to develop procedures for promoting a coordinated response by all agencies to pollution incidents;

(c) to take whatever action that is necessary to improve the state of preparedness of the team between pollution incidents;

(d) to forward to the respective authorities relevant reports and recommendations including On-Scene Coordinators post-incident reports, Response Team debriefing reports and recommendations concerning amendments to the Plan or its Annexes;

(e) to provide an effective communications link during a major spill incident with the party responsible for the incident (if known) through the On-Scene Coordinator or his Deputy, the party or parties retained to contain and clean up the spill, and the government or regulatory agencies which have a vital interest in the particular spill incident;

(f) to provide the necessary support staff for the proper function of a Response Centre and for the orderly accounting of countermeasure activities;

(g) to ensure that all necessary information is made available to the On-Scene Coordinator during a major spill incident, and to provide advice and assistance so that the most effective course of action can be formulated for combatting such spills;

(h) to record costs incurred in combatting a spill if so requested by the On-Scene Coordinator.

301.5 Some measures of response functions will be performed each time the Plan is invoked. The degree of response will be subject to the demands of each particular situation. The specific responsibility of the Response Team and the relation of the Team to the On-Scene Coordinator during a spill incident are based on the following:

(a) monitor incoming reports and evaluate the possible impact of reported pollution incidents. To be at all times fully aware of the proposed actions of the On-Scene Coordinator;

(b) coordinate the actions of the various agencies in supplying the necessary resources and assistance to the On-Scene Coordinator. Assistance will normally be obtained through the appropriate member of the Response Team;

(c) provide advice as required to the On-Scene Coordinator. The Response Team does not have operational control over the On-Scene Coordinator;

(d) may arrange the deployment of personnel to monitor the handling of the spill;

(e) recruit other agencies, industrial groups or scientific groups to play their appropriate parts in support of the operation when required with the prior concurrence of the On-Scene Coordinator;

(f) coordinate the preparation and periodic reporting on the status of the pollution incident to the respective government agencies.

301.6 The Custodian of this Plan will act as chairman of the Response Teams in Ontario.

301.7 The chairman or the On-Scene Coordinator of the Teams will make provision for periodic meetings of the Teams, and will arrange for the conducting of exercises relating to this Plan as appropriate.

302 ON-SCENE COORDINATOR

302.1 The coordination and direction of the pollution control efforts on the scene of a pollution incident will be achieved through an official appointed by the Ministry of the Environment as the On-Scene Coordinator (OSC). Predesignated On-Scene Coordinators are listed in Annex II of the Plan. In the event of a major spill, his responsibility will continue until the threat of the pollution incident has been dealt with satisfactorily, or, in a situation where a pollution incident escalates to such proportions necessitating the invocation of a contingency plan of higher order, he is relieved of his responsibilities upon invocation of such a plan.

302.2 In the event of a major pollution incident, the first official of the Response Team arriving at the site shall assume coordination of activities of the Plan until the predesignated On-Scene Coordinator or his deputy becomes available to take charge of the operation.

302.3 The On-Scene Coordinator shall determine the pertinent facts about a particular pollution incident, including the nature, amount and location of material spilled, probable direction and time of travel of the material (if applicable), resources available and required, and the installations and property which have been or may be affected.

302.4 The On-Scene Coordinator shall initiate and direct, as required, Phase II and III as described in Sections 402 and 403.

302.5 The On-Scene Coordinator shall call upon and direct the deployment of available resources to initiate and continue containment, counter-measures, clean-up and disposal functions.

302.6 In carrying out this Plan, the On-Scene Coordinator is to maintain an up-to-date and accurate information flow to the Response Team to ensure maximum effectiveness of the effort in protecting the natural resources and environment from pollution damage. It is understood that the necessary direct liaison between personnel at all levels in the participating agencies, the responsible party and the affected or potentially affected parties is essential for the successful and efficient completion of the operation.

302.7 The On-Scene Coordinator will arrange for the recording of costs incurred. This responsibility may be assigned to the Response Team.

302.8 The On-Scene Coordinator shall establish the priorities for protection on the basis of available approved plans or advice supplied by the Ministries having resource responsibilities.

302.9 Upon request from the Response Team, the On-Scene Coordinator will submit to the Team such reports and recommendations as the Team may deem to be necessary.

302.10 The On-Scene Coordinator of the Response Team nearest the location of a pollution incident of such a nature for which the Joint Canada-United States Marine Pollution Contingency Plan may be invoked, will be requested to serve as the focal point in providing assistance to the Joint Response Team under the International Plan. The Canadian Coast Guard's Marine Contingency Plan may have a similar requirement. (See paragraphs 102.2 and 102.3).

303 DEPUTY ON-SCENE COORDINATOR

303.1 The Deputy On-Scene Coordinator is furnished as a pre-designated alternate to the On-Scene Coordinator, and, if the situation warrants or dictates, has the same responsibility and authority as the On-Scene Coordinator when the latter is not available.

303.2 Where the pollution incident dictates, the Deputy On-Scene coordinator may be called upon to assist the On-Scene Coordinator.

304 RESPONSE CENTRE

304.1 When this Plan is activated, the Operations Division of the Ontario Ministry of the Environment will provide suitably functional facilities which will serve as the Response Centre, as considered necessary.

304.2 The Response Centre will be the operations quarters for the On-Scene Coordinator and the Response Team.

304.3 The Response Centre will be equipped with communications hardware suitable for the operation.

305 DISTRICT CONTINGENCY PLANS

305.1 District Contingency Plans are to be developed by the On-Scene Coordinators and the Response Teams. These plans will contain detailed local contacts and will serve to supplement this Plan by containing information referred to in paragraph 301.4, including contact lists of agencies to be notified for various spill scenarios, water intakes which may be adversely affected by a major spill, and sites which may be considered for the disposal of spill-associated wastes.

305.2 Further to paragraph 102.3, District Contingency Plans will also serve as the vehicle for notification and for the provision of assistance when the Province is requested to assist the Department of Transport under the national or international marine contingency plans.

305.3 District contingency Plans are to be updated by April 1 each year. Updated material is to be distributed routinely, as per paragraph 305.4.

305.4 Distribution of District Contingency Plans is to be restricted to Response Team members and their respective agencies, public agencies listed in the District Contingency Plans, and the custodian of this Plan (see paragraph 701.1).

CHAPTER 400

RESPONSE OPERATIONS

400 RESPONSE OPERATIONS

400.1 The actions which are taken to respond to a pollution incident separate into four relatively distinct phases. However, elements of a phase or an entire phase may take place concurrently with one or more phases.

Phase I -- Discovery and Alarm
Phase II -- Evaluation and Plan Invocation
Phase III -- Containment and Countermeasures
Phase IV -- Clean-up and Disposal

400.2 All members of a Response Team may not necessarily be involved in all phases of an incident.

401 PHASE I -- DISCOVERY AND ALARM

401.1 The discovery of a pollution incident may be made through the planned surveillance activities, through the observations of agencies of the various levels of government, by those who caused the spill or by the alertness and concern of the general public. Reports of spills may be made through the contacts listed in Annex I.

401.2 The severity of the spill, which in itself is conditioned by the nature and the quantity of the pollutant and the locality, will determine the level of response required and whether or not there is a need to invoke this Plan.

401.3 The first agency having a responsibility under the Plan which is made aware of a pollution incident shall notify the appropriate designated On-Scene Coordinator immediately (see Annex II). If the pollution incident is of a nature which should be dealt with through the invocation of a contingency plan other than this Plan, the appropriate agency is to be notified as soon as possible as illustrated in Annex III.

402 PHASE II -- EVALUATION AND PLAN INVOCATION

402.1 If it is the evaluation of the On-Scene Coordinator that the pollution incident is a major spill and that this Plan is to be invoked, he shall:

(a) make a recommendation to his Regional Director, his designate or the Chairman of the Response Team to invoke the Plan;

(b) formulate plans to deal with the situation; and

(c) initiate Phase III and IV actions as appropriate.

The Regional Director of the Operations Division, Ministry of the Environment, his designate or in their absence, the Chairman of the Regional Response Teams may invoke this Plan at this time (see Section 203 and Annex II).

PHASE III -- CONTAINMENT AND COUNTERMEASURES

403.1 Containment is any measure, whether physical or chemical, which is taken to control or to restrict the spread of a pollutant.

403.2 Countermeasures embrace all activities which are implemented to reduce the impact and the effect of a pollutant on the environment.

PHASE IV -- CLEAN-UP AND DISPOSAL

404.1 This phase of the operation is directed towards reducing the residual impact of a spill as much as possible. It will include the removal, where practicable, of a pollutant and contaminated debris from land, water and shoreline, as the case may be, using available resources.

404.2 Pollutants which are recovered as a result of clean-up actions shall be disposed of in accordance with accepted procedures so as to preclude the possibility of further or continuing environmental damage.

404.3 The Ministry of the Environment will determine the suitability of any disposal site which is being considered as receptor for any spilled pollutant, contaminated soil or other debris. No wastes from spills may be disposed of without prior MOE concurrence.

404.4 The On-Scene Coordinator or his designate listed in Annex II is responsible for obtaining MOE clearance for the disposal of wastes associated with spills within the context of this Plan.

CHAPTER 500

PUBLIC INFORMATION

501 INTRODUCTION

501.1 When a major spill incident occurs, the public must be provided with timely and accurate information on the nature of the incident and the steps which are being taken to cope with the problem. This policy is followed to obtain understanding from the public, to ensure cooperation from all interested and potentially affected parties and to reduce the possibility of any undue concern or alarm through misinformation.

502 RESPONSE CENTRE NEWS ROOM

502.1 When the Plan is invoked, the Ministry of the Environment will make the appropriate arrangements to assign a professional public information officer who will establish and direct a News Office at the Response Centre.

502.2 The participating agencies may be required to provide professional staff to assist the public information officer as designated in 502.1.

502.3 The public information officer shall maintain liaison with participating agencies, including other government press offices, the media and the concerned parties and industries.

502.4 The public information officer shall report to the On-Scene Coordinator or his deputy. He shall be responsible for preparing news releases and for clearing those with the On-Scene Coordinator, his deputy or the Response Team as the case may be.

502.5 The public information officer is responsible to keep the Response Team advised of his activities and is responsible to maintain an account of events in regard to public reaction.

502.6 Pollution incident situation reports and other factual releases of action may be cleared by the On-Scene Coordinator or his deputy, but releases involving major policy considerations must be cleared unanimously by the Response Team.

503 INTERIM PUBLIC INFORMATION ARRANGEMENTS

503.1 In the period following a spill and before this Plan is invoked, the information activities shall be directed by the public information personnel of the Ministry of the Environment or public information personnel of participating agencies in accordance with the information policies of these agencies.

CHAPTER 600

SURVEILLANCE

601 OPERATION REQUIREMENTS

601.1 Within the context of this Plan, the operational requirements for surveillance will depend on the circumstances surrounding each pollution incident. Evaluation factors will include the type and quantity of material, location, apparent direction and speed of movement, proximity to critical water use areas, and the availability of response resources. The decision to provide surveillance will be qualified by the type, extent and duration of the surveillance coverage needed, which will be re-evaluated as the situation progresses.

601.2 The initial function of surveillance is to identify whether or not a pollution incident exists. In some situations this may be self-evident, and certain situations may be deemed to be a pollution incident before initial surveillance resources are available. The next function of surveillance activity is assessment of the actual threat. These functions provide the On-Scene Coordinator with information about the degree of further response activity which is rquired, including the need for additional surveillance.

601.3 The degree and type of threat during any particular pollution incident will condition the method and type of surveillance which is required and whether it will be continuous or periodical.

CHAPTER 700

ADMINISTRATION

701 CUSTODIAN

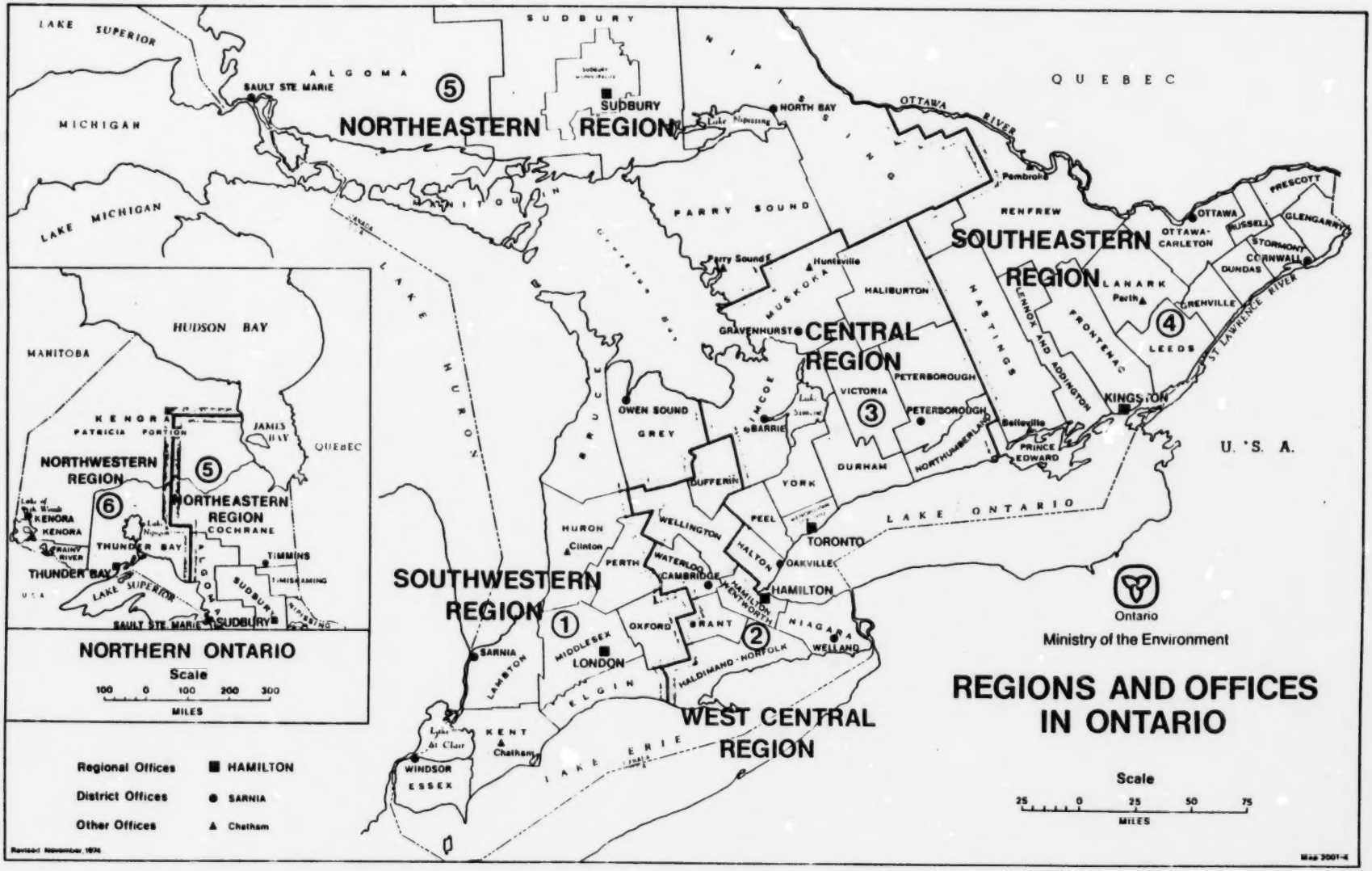
701.1 The Custodian of this Plan and Annexes and any amendments and supplementary publications thereto is the Contingency Planning Officer, Spills Action Centre, Ontario Ministry of the Environment, 7 Overlea Boulevard, Toronto, Ontario M4H 1A8 (416) 965-9648. Telecopier (416) 965-9628.

702 AMENDMENTS

702.1 The Plan may be amended by the Custodian at the request of or agreement by the participating agencies listed in paragraph 101.2.

ANNEX I

MINISTRY OF THE ENVIRONMENT CONTACTS


LAKE SUPERIOR
ALGOMA
SAULT STE MARIE
MICHIGAN
LAKE MICHIGAN
SUDBURY
NORTHEASTERN REGION
NORTH BAY
OTTAWA RIVER
QUEBEC
PEMBROKE
RENFREW
PARRY SOUND
MUSKOKA
HALIBURTON
GEORGIAN BAY
LAKE HURON
GRAVENHURST
CENTRAL REGION
SOUTHEASTERN REGION
OTTAWA
OTTAWA-CARLETON
PRESCOTT
RUSSELL
GLENGARRY
STORMONT
CORNWALL
DUNDAS
LANARK
GRENVILLE
LEEDS
ST LAWRENCE RIVER
LENNOX AND ADDINGTON
FRONTENAC
HASTINGS
PETERBOROUGH
VICTORIA
OWEN SOUND
GREY
BARRIE
SIMCOE
KINGSTON
BELLEVILLE
PRINCE EDWARD
NORTHUMBERLAND
DURHAM
YORK
DUFFERIN
PEEL
TORONTO
OAKVILLE
LAKE ONTARIO
U. S. A.
HURON
WELLINGTON
PERTH
Clinton
WATERLOO
CAMBRIDGE
HALTON
HAMILTON
NIAGARA
WELLAND
SOUTHWESTERN REGION
OXFORD
BRANT
MIDDLESEX
LONDON
SARNIA
LAMBTON
ELGIN
HALDIMAND-NORFOLK
KENT
Chatham
WINDSOR
ESSEX
LAKE ERIE
WEST CENTRAL REGION
HUDSON BAY
MANITOBA
KENORA
PATRICIA PORTION
JAMES BAY
QUEBEC
NORTHWESTERN REGION
NORTHEASTERN REGION
COCHRANE
KENORA
THUNDER BAY
RAINY RIVER
TIMMINS
TIMISKAMING
SUDBURY
NIPISSING
SAULT STE MARIE
NORTHERN ONTARIO
Scale
100 0 100 200 300
MILES
Regional Offices ■ HAMILTON
District Offices ● SARNIA
Other Offices ▲ Chatham
Revised November, 1974
Ontario
Ministry of the Environment
REGIONS AND OFFICES IN ONTARIO
Scale
25 0 25 50 75
MILES
Map 2001-4

September, 1986

ANNEX 1

MINISTRY OF THE ENVIRONMENT CONTACTS

REPORTING SPILLS

Spills must be reported to the Ministry of the Environment IMMEDIATELY.

During normal business hours spills may be reported to the Regional or District Offices listed in this annex.

Spills may be reported 24 hours every day to the:

SPILLS ACTION CENTRE 1-800-268-6060 (Toll free)

or: 416-965-9619

Telecopier: 416-965-9628

Address: Ministry of the Environment
Spills Action Centre
7 Overlea Blvd., 5th Floor
TORONTO, Ontario
M4H 1A8

REGIONAL AND DISTRICT OFFICES

	Telephone
Central Regional Office 7 Overlea Blvd., 4th Floor TORONTO, Ontario M4H 1A8	(416) 424-3000
Toronto East, Toronto West & York-Durham District Offices 7 Overlea Blvd., 4th Floor TORONTO, Ontario M4H 1A8	(416)424-3000
Barrie District Office 12 Fairview Road BARRIE, Ontario L4N 4P3	(705) 726-1730
Halton-Peel District Office 1235 Trafalgar Road, Suite 401 OAKVILLE, Ontario L6H 3P1	(416) 844-5747
Peterborough District Office 139 George St. North PETERBOROUGH, Ontario K9J 3G6	(705) 743-2972
Muskoka-Haliburton District Office Highway 11, South Gravenhurst Plaza, General Delivery GRAVENHURST, Ontario P0C 1G0	(705) 687-3408

	Telephone
West Central Regional Office 119 King Street West 12th Floor, P.O. Box 2112 HAMILTON, Ontario L8N 3Z9	(416) 521-7640
Hamilton-Wentworth and Haldimand-Norfolk/Brant District Offices 119 King Street West 9th Floor, P.O. Box 2112 HAMILTON, Ontario L8N 3Z9	(416) 521-7640
Cambridge District Office 400 Clyde Road P.O. Box 219 CAMBRIDGE, Ontario N1R 5T8	(519) 653-1511
Welland District Office 637-641 Niagara St. North WELLAND, Ontario L3C 1L9	(416) 384-9896
Southeastern Regional Office 133 Dalton Avenue P.O. Box 820 KINGSTON, Ontario K7L 4X6	(613) 549-4000
Kingston District Office 133 Dalton Avenue P.O. Box 820 KINGSTON, Ontario K7L 4X6	(613) 549-4000
Belleville Sub-Office 15 Victoria Avenue BELLEVILLE, Ontario K8N 1Z5	(613) 962-9208
Cornwall District Office 205 Amelia Street CORNWALL, Ontario K6H 3P3	(613) 933-7402
Ottawa District Office 2378 Holly Lane OTTAWA, Ontario K1V 7P1	(613) 521-3450
Pembroke Sub-Office 1000 MacKay Street PEMBROKE, Ontario K8B 1A3	(613) 732-3643

	Telephone
Southwestern Regional Office 985 Adelaide Street South LONDON, Ontario N6E 1V3	(519) 661-2200
London North and London South District Offices 985 Adelaide St. South LONDON, Ontario N6E 1V3	(519) 661-2200
Chatham Sub-Office c/o Ministry of Agriculture & Food 435 Grand Avenue West P.O. Box 726 CHATHAM, Ontario N7M 5L1	(519) 354-2150
Clinton Sub-Office c/o Ministry of Agriculture & Food P.O. Box 688 CLINTON, Ontario N0M 1L0	(519) 482-3428
Owen Sound District Office 1180-20th Street OWEN SOUND, Ontario N4K 6H6	(519) 371-2901
Sarnia District Office 265 North Front Street Suite 109 SARNIA, Ontario N7T 7X1	(519) 336-4030
Windsor District Office 250 Windsor Ave., 6th Floor WINDSOR, Ontario N9A 6V9	(519) 254-2546

	Telephone
Northeastern Regional Office 199 Larch Street, 11th Floor SUDBURY, Ontario P3E 5P9	(705) 675-4501
Sudbury District Office 199 Larch Street, 11th Floor SUDBURY, Ontario P3E 5P9	(705) 675-4501
North Bay District Office Northgate Plaza 1500 Fisher Street NORTH BAY, Ontario P1B 2H3	(705) 476-1001
Parry Sound Sub-Office 74 Church Street PARRY SOUND, Ontario P2A 1Z1	(705) 746-2139
Sault Ste. Marie District Office 445 Albert Street East SAULT STE. MARIE, Ontario P6A 2J9	(705) 949-4640
Timmins District Office 83 Algonquin Blvd. West TIMMINS, Ontario P4N 2R4	(705) 268-3222
Northwestern Regional Office 435 James Street South 3rd Floor, P.O. Box 5000 THUNDER BAY, Ontario P7C 5G6	(807) 475-1205
Thunder Bay District Office 435 James Street South 3rd Floor, P.O. Box 5000 THUNDER BAY, Ontario P7C 5G6	(807) 475-1315
Kenora District Office 808 Robertson Street P.O. Box 5150 KENORA, Ontario P9N 1X9	(807) 468-5578